

APPLICATION TO THE
SEMINOLE COUNTY DEVELOPMENT REVIEW DIVISION
AND
BOARD OF COUNTY COMMISSIONERS

FOR: RIGHT-OF-WAY AND/OR ALLEY VACATE AND ABANDONMENT

() FEE: \$1,100.⁰⁰
(Make Check Payable to SEMINOLE COUNTY)

1. APPLICANT NAME: _____

Address: _____

Phone No.: () Fax No.: () E-Mail: _____

2. OWNER NAME: _____

Address: _____

Phone No.: () Fax No.: () E-Mail: _____

3. PROPERTY DESCRIPTION OF AREA TO BE VACATED:

PROPERTY APPRAISER PARCEL ID No.: _____

SUBDIVISION NAME: _____ LOT: _____

BLOCK: _____ PLAT BOOK: _____ PAGE: _____

GENERAL LOCATION: _____

4. **LEGAL DESCRIPTION OF EASEMENT AREA TO BE VACATED AS PROVIDED BY A SURVEYOR**

- ANY ERRORS IN THE LEGAL DESCRIPTION MAY RESULT IN AN UNTIMELY DELAY IN THE PROCESSING OF THIS REQUEST.
- PLEASE PROVIDE IN A DIGITAL FORMAT WITH THIS APPLICATION OR ARRANGE TO EMAIL PROJECT MANAGER.
- GASB 34 IS A FEDERAL REGULATION REQUIRING THE TRACKING OF EASEMENTS. IN RESPONSE TO THIS REQUIREMENT, PLEASE SUBMIT THE AREA (IN ACRES) OF THE EASEMENT TO BE VACATED.

5. **SPECIFIC REASON FOR REQUEST:** _____

6. **NAME OF ADDITIONAL CO-APPLICANTS (IF ANY)
ASSOCIATED WITH VACATE:**

OWNER OF: _____

OWNER OF: _____

7. THE FOLLOWING INFORMATION MUST ACCOMPANY EACH APPLICATION FOR THE VACATING OF A RIGHT-OF-WAY AND / OR ALLEY:

- A. APPLICATION TO VACATE WITH REQUIRED FEE PAYABLE TO SEMINOLE COUNTY.**
- B. SITE PLAN, SURVEY, OR SKETCH OF DESCRIPTION SHOWING THE AREA TO BE VACATED, INCLUDING THE OVERALL PARCEL, DRAWN TO SCALE ON AN 8-½" X 14" SHEET, SUITABLE FOR RECORDING IN THE PUBLIC RECORDS.**
- C. LETTERS OF APPROVAL / DISAPPROVAL FROM ALL APPLICABLE UTILITY COMPANIES – TELEPHONE, ELECTRIC, CABLE TV, GAS, WATER, AND SEWER PROVIDERS (*NOT REQUIRED IF WATER & SEWER PROVIDED BY SEMINOLE COUNTY*)**

() ELECTRIC COMPANY
() TELEPHONE COMPANY
() CABLE COMPANY

() WATER / SEWER
() GAS

8. SIGNATURE OF APPLICANT(S):

Signature: _____	Printed/Typed Name: _____
Signature: _____	Printed/Typed Name: _____
Signature: _____	Printed/Typed Name: _____

IN THE EVENT AN APPLICATION DECIDES TO WITHDRAW THEIR APPLICATION AFTER IT HAS BEEN SUBMITTED, SEMINOLE COUNTY WILL ASSESS THE REFUND AMOUNT BASED ON THE VALUE OF THE SERVICES RENDERED.